

**IT IS THE VENDOR'S RESPONSIBILITY TO
CHECK FOR ADDENDA PRIOR TO SUBMITTING PROPOSALS**

**NOTICE TO BIDDERS
SPECIFICATION NO. 04-225**

The City of Lincoln intends to sell and invites you to submit a sealed bid for:

SALE OF THREE (3) AMBULANCES

**MEETING OR EXCEEDING THE CITY OF LINCOLN'S
SPECIFICATIONS**

Sealed bids will be received by the City of Lincoln, Nebraska on or before 12:00 noon Wednesday, September 15, 2004 in the office of the Purchasing Agent, located at 440 S 8th Street, Suite 200, K Street Complex, SW Wing. Bids will be publicly opened and read in the Bid/Conference Room located on the first floor.

Bidders should take caution if U.S. mail or mail delivery services are used for the submission of bids. Mailing should be made in sufficient time for bids to arrive in the Purchasing Division, prior to the time and date specified above.

INSTRUCTIONS TO BIDDERS/TERMS OF SALE
CITY OF LINCOLN, NEBRASKA
PURCHASING DIVISION

1. BIDDING PROCEDURE

- 1.1 Bid prices shall be submitted on the Proposal Form included in the bid document.
- 1.2 Each bid must be legibly printed in ink or by typewriter, include the full name, business address, and telephone number of the bidder; and be signed in ink by the bidder.
- 1.3 A bid by a corporation must be signed in the name of such corporation by a duly authorized official thereof.
- 1.4 Any person signing a bid for a firm, corporation, or other organization must show evidence of his authority so to bind such firm, corporation, or organization.
- 1.5 Bids received after the time and date established for receiving bids will be rejected.
- 1.6 Bidders **MUST** submit a bid on a "lump sum" basis.
- 1.7 All bid prices, alternate terms and any other conditions proposed by the bidder must be submitted in their entirety in writing and attached to the Proposal Form.
- 1.8 Any loading, weighing or any other labor or expense involved in the transport of the parking equipment shall be the responsibility of the successful bidder.

2. BIDDER'S SECURITY

- 2.1 Bid security, as a guarantee of good faith, in the form of a certified check or cashier's check in the amount of **five (5%) percent of the total amount of bid** must be submitted with the Proposal Form.
- 2.2 Such bid security will be returned to the unsuccessful bidders when the award of bid is made.
- 2.3 If successful bidder fails to make full payment within the time specified, bidder will forfeit the bid security and the City of Lincoln may cancel the bid acceptance and sell the parking equipment elsewhere.

3. BIDDER'S REPRESENTATION

- 3.1 Each bidder represents that the bidder has read and understands the specification documents, and the bid has been made in accordance therewith.
- 3.2 Each bidder certifies that the prices in this bid have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to bid opening directly or indirectly to any other bidder or to any competitor; no attempt has been made, or will be made, by the bidder to induce any person or firm to submit or not to submit a bid for the purpose of restricting competition.

4. BID EVALUATION AND AWARD

- 4.1 No bid shall be modified or withdrawn for a period of thirty (30) calendar days after the time and date established for receiving bids, and each bidder so agrees in submitting the bid.
- 4.2 The City reserves the right to accept or reject any or all bids; to request rebids; to award bids as "lump sum"; to waive irregularities and technicalities in bids; such as shall best serve the requirements and interests of the City.
- 4.4 The ambulances will be available immediately upon notification of award of bid.
 - 4.4.1 The successful bidder shall make payment and transport the ambulances from City property as soon as possible.
 - 4.4.2 Please indicate on the Proposal Form the earliest date on which payment and removal can be made.
 - 4.4.3 Payment date may be a factor in the award of bid.
- 4.5 **Bidder can bid on one or all units the bid can be awarded for one or all units.**
 - 4.5 **If bidder is interested in all three and wants to give the City an incentive to sell as a group they can add a line indicating; if awarded all three units.**

5. LAWS

- 5.1 The Laws of the State of Nebraska shall govern the rights, obligations and remedies of the Parties under this bid and any agreement reached as a result of the award of bid.

6. DISCLAIMER

- 6.1 The ambulances being offered for sale on an "as-is, where-is" basis.
6.2 The City of Lincoln makes no warranty, guarantee or representation of any kind, either expressed or implied, as to the condition, utility or usability of the ambulances offered for sale.

7. INSPECTION

- 7.1 Said ambulances are available for inspection prior to bid submissions
7.2 Ambulances can be viewed at 300 South St., Lincoln, NE
7.3 Pictures of the ambulance can be viewed on our web site at:
<http://www.lincoln.ne.gov/city/finance/purch/spec/04index6.htm>
Go to spec number 04-225.
7.3.1 Call 402-441-7410 if you need any assistance getting to this site.

8. UNITS TO BE SOLD

- 8.1 V4043, 2000 FORD E450 Super Medic, Road Rescue, Vin# 1FDXE45F7YHB84043
Current Milage 61,719
8.2 V4071, 2000 FORD E450 Super Medic, Road Rescue, Vin# 1FDXE45F1YHB84071
Current Milage 68,307
8.2 V4136, 2000 FORD E450 Super Medic, Road Rescue, Vin# 1FDXE45F3YHB84136
Current Milage 64,530

PROPOSAL
SPECIFICATION NO.04-225
BID OPENING TIME: 12:00 NOON
DATE: Wednesday, September 15, 2004

The undersigned bidder, having full knowledge of the requirements of the City of Lincoln for the below listed items, agrees to purchase from the City the below listed items at the lump price per item listed below.

THREE (3) Ambulances

LUMP SUM Ambulance # V4043 _____

LUMP SUM Ambulance # V4071 _____

LUMP SUM Ambulance # V4136 _____

If awarded all three units _____

5% bid security required

RETURN 2 COMPLETE COPIES OF PROPOSAL AND SUPPORTING MATERIAL.
MARK OUTSIDE OF BID ENVELOPE: SEALED BID FOR SPEC. 04-225

The undersigned signatory for the bidder represents and warrants that he has full and complete authority to submit this proposal to the City, and to enter into a contract if this proposal is accepted.

COMPANY NAME

BY (Signature)

STREET ADDRESS or P.O. BOX

(Print Name)

CITY, STATE ZIP CODE

(Title)

TELEPHONE No. FAX No.

(Date)

EMPLOYER'S FEDERAL I.D. NO.
OR SOCIAL SECURITY NUMBER

ESTIMATED DAYS REQUIRED FOR PAYMENT
IN FULL AND REMOVAL OF EQUIPMENT

E-MAIL ADDRESS